



Manistee County Board of Commissioners

Manistee County Courthouse • 415 Third Street • Manistee, Michigan 49660

CHAIRPERSON
Jim Kroleczyk
VICE-CHAIRPERSON
Ken Hilliard

Duane Anderson
Ervin Kowalski
Glenn Lottie
Carl Rutske
Richard Schmidt

CLERK

Marilyn Kliber
(231) 723-3331

CONTROLLER/ADMINISTRATOR

Thomas Kaminski
(231) 398-3500

HOUSING REVIEW BOARD/POLICY COMMITTEE REPORT

Friday, October 7, 2011
9:30 A.M.

Courthouse and Government Center
Board of Commissioner's Room

Members Present: Carl Rutske, Chairperson; Duane Anderson; and Ken Hilliard

Others Present: Jeri Lyn Prielipp, Manistee County Housing Program Administrator

The meeting was called to order at 9:30 A.M.

Prior to the meeting, Ms. Prielipp had provided the Board with copies of the bid specifications and the bid results for the following projects:

- A) Project #10-5-11, which is located in Arcadia Township.

Scott Adameczak Construction ----- \$16,840.00*

(Note: MSHDA requires that no less than two bids be submitted per project. However, after conducting a poll of the other three contractors on our current contractor list, they do not intend to bid on this project. Julie Gardner, Community Outreach Specialist with MSHDA, indicated that if the bid falls within 10% of (or close to) the cost estimate (which was \$15,950.00) then we could accept the only bid submitted and proceed).

- B) Project #10-8-11, which is located in the City of Manistee.

Scott Adameczak Construction ----- \$31,455.00

Lee Pizana Construction-----\$24,515.00*

- C) Project #10-9-11, which is located in the City of Manistee.

Scott Adameczak Construction ----- \$33,125.00

Lee Pizana Construction-----\$28,940.00*

- D) Project #10-10-11, which is located in the City of Manistee .

Scott Adameczak Construction ----- \$ 9,665.00

Kaminski Construction-----\$ 4,240.00*

(* = bid accepted by Homeowner)

Ms. Prielipp explained that both Mark Niesen, the City Building Inspector, and Pat Marshall, Roscommon County Housing Commission (who is under contract with MSHDA to provide Ms. Prielipp with technical assistance), have provided assistance in writing the bid specifications.

Ms. Prielipp also explained that the bids are submitted to the Housing Program Administrator's Office in sealed envelopes and are opened with the homeowner and one witness. The bids are reviewed with the homeowner and the homeowner chooses the contractor. Normally the lowest responsible bid is chosen; however, if the homeowner chooses a contractor other than the low bidder, the homeowner will pay the difference.

There was a motion by Mr. Anderson, supported by Mr. Hilliard:

- A) To accept the bid submitted by Scott Adamczak Construction in the amount of \$16,840.00 on Project #10-5-11, which is located in Arcadia Township.**
- B) To accept the bid submitted by Lee Pizana Construction in the amount of \$24,515.00 on Project #10-8-11, which is located in the City of Manistee.**
- C) To accept the bid submitted by Lee Pizana Construction in the amount of \$28,940.00 on Project #10-9-11, which is located in the City of Manistee.**
- D) To accept the bid submitted by Kaminski Construction in the amount of \$4,240.00 on Project #10-10-11, which is located in the City of Manistee .**

There being no further business to come before the Committee, the meeting was adjourned at 9:40 A.M.

Carl Rutske, Chairperson/Commissioner

Duane Anderson, Commissioner

Ken Hilliard, Commissioner